

Budget Worksheet Listing

Dept. Number	Account Number	Account Name	W. Space	PriorFY Budget	PriorFY Expend	Current Budget	Current Expend.	Request	T Admin.Rec	Selectmen
01500		Visiting Nurse Service								
001-01500-00100-4419	Visiting Nurse Service	Personnel Services, Salaries		0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-01500-00110-4419	Visiting Nurse Service	Overtime		0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-01500-00120-4419	Visiting Nurse Service	Part Time		0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-01500-00210-4419	Visiting Nurse Service	Insurances		0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-01500-00220-4419	Visiting Nurse Service	FICA		0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-01500-00230-4419	Visiting Nurse Service	Medicare		0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-01500-00240-4419	Visiting Nurse Service	Workers Comp		0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-01500-00250-4419	Visiting Nurse Service	NH Retirement		0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-01500-00290-4419	Visiting Nurse Service	Other Employee Benefits		0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-01500-00300-4419	Visiting Nurse Service	Professional & Technical Services		67,500.00	67,500.00	66,000.00	50,345.03	66,000.00	66,000.00	0.00
001-01500-00500-4419	Visiting Nurse Service	Other Services		0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-01500-00600-4419	Visiting Nurse Service	Supplies		0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-01500-00800-4419	Visiting Nurse Service	Other Charges & Expenses		17,500.00	3,910.24	14,000.00	389.22	14,000.00	14,000.00	0.00
		Subtotal for dept. Visiting Nurse Service:		85,000.00	71,410.24	80,000.00	50,734.25	80,000.00	80,000.00	0.00

FY 2016 BUDGET DETAIL					
DEPARTMENT:	Visiting Nurse Services				
ACCOUNT NAME:	Professional & Technical Services				
ACCOUNT NUMBER:	01500	00300			
Description	Quantity	\$ Per Unit	Extension	FY 2016 Request	FY 2016 Administrator Recommended
VNMCH - Compensation Offset	1	\$48,000.00	\$48,000.00	\$48,000	\$48,000
VNMCH - Write-Off Offset	1	\$18,000.00	\$18,000.00	\$18,000	\$18,000
			Totals	\$66,000	\$66,000
ACCOUNT NAME:	Other Charges & Expenses				
ACCOUNT NUMBER:	01500	00800			
Description	Quantity	\$ Per Unit	Extension	FY 2016 Request	FY 2016 Administrator Recommended
Unanticipated Close-Out Exp	1	\$14,000.00	\$14,000.00	\$14,000	\$14,000
Accounting & Audit; Disallowed Charges					
			Totals	\$14,000	\$14,000

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE TOWN OF MOULTONBOROUGH, NEW HAMPSHIRE
AND
VISITING NURSES OF MEREDITH & CENTER HARBOR, INC.**

This agreement is made and entered into, pursuant to New Hampshire Revised Statutes this 8th day of November, 2013 by and between the TOWN OF MOULTONBOROUGH, NEW HAMPSHIRE (the "Town") a municipal corporation, acting by and through its BOARD OF SELECTMEN (the "Board") and VISITING NURSES OF MEREDITH & CENTER HARBOR, INC. (the "VNMCH").

WHEREAS the Town is discontinuing the provision of home health care services through its department generally known as the Moultonborough Visiting Nurse Service; and

WHEREAS the Town desires to provide a continuation of such services to the residents of its community through an entity agreeable to it; and

WHEREAS, the Visiting Nurses of Meredith & Center Harbor, Inc. is willing to undertake to provide such services.

NOW THEREFORE, in consideration of the mutual agreement as to services to be performed by and responsibilities incumbent upon the VNMCH and remuneration and benefits to be provided by the Town to the VNMCH, the parties hereby agree as follows:

1.) Term

This Agreement shall cover the period from the effective date as set forth above and shall end on December 31, 2016 unless extended or terminated as set forth herein.

2.) Responsibilities of the Parties

A.) The VNMCH shall:

- a.) Provide all those home health care services to the residents of Moultonborough, be they full time year round or seasonal, as are currently provided by the VNMCH and the Town. The VNMCH shall provide prior notice to the Board if it shall cease to provide any such service;
- b.) Make an offer of full time employment to the two full time nursing staff members now employed by the Town, one of whom shall continue as a "Staff Nurse" and one of whom shall serve the VNMCH as their "Clinical Director", act as liaison to the Town, and explore service expansion possibilities of mutual benefit to the parties. The VNMCH shall notify the Town forthwith if it shall not be able to secure their acceptance by November 30, 2013 and the Town may – at its sole option and within fourteen (14) days of notice – terminate this Agreement;

MOU of Town of Moultonborough
& Visiting Nurses of Meredith and Center Harbor

- c.) Undertake, in a timely fashion, the process of considering and acting upon a change to its name to reflect the inclusion of the Town within its service area;
- d.) Undertake the process of considering and acting upon a change to its Board of Directors structure to allow for a process by which at least one person from Moultonborough shall be named to its Board of Directors with such change to be effective no later than January 1, 2014;
- e.) Provide on-site flu vaccinations annually for Town staff, on a day to be mutually agreed, during the time period of 8 a.m. to 4 p.m.;
- f.) Allow the Town access to such patient and cost data for subsequent audits as may have been transferred to the VNMCH by the Town for ease of patient continuity; and
- g.) Submit an annual report of activity within the Town for inclusion in the Town Report, in a form to be mutually agreed upon, commencing on January 15, 2015 and then annually thereafter.

B.) The Town Shall:

- a.) Provide notification to the Community, its client base, and those the Town has identified as referral sources, of the commencement of service by the VNMCH and a means of continuing service from the VNMCH including, but not limited to, a link on the Town's web site;
- b.) Provide access to office space, as mutually agreed and for such period of time as the VNMCH shall determine is in the best mutual interests of the parties, in the form of one of the two spaces now used by the Town for its Visiting Nurse Service to allow for the orderly adjustment of clients and the transition of patient care to the VNMCH;
- c.) Provide support services in the form of access to telephone, printers, copiers and the like for those using the office space to service clients in Moultonborough;
- d.) Provide to the VNMCH a payment of \$48,000 per annum, to be paid quarterly in arrears upon invoice to be accompanied by a report of activities in a form to be mutually agreed upon, to support the compensation package for Ms. Debra Peaslee;
- e.) Provide to the VNMCH a payment of \$18,000 per annum, to be paid quarterly in arrears upon invoice to be accompanied by a report of activities in a form to be mutually agreed upon, to offset the costs of service provided to the residents of the Town but "written off" due to a lack of full reimbursement, or any reimbursement, by the resident or an insurance carrier on their behalf for those costs; and

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this Agreement is held invalid or unenforceable the remainder of the Agreement shall be deemed severable, shall not be affected and shall remain in full force and effect.

8.) New Hampshire Law

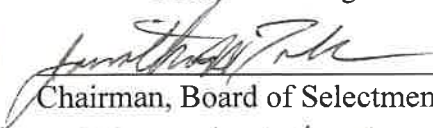
This Agreement is entered into under laws of the State of New Hampshire, and shall be construed and interpreted in accordance with the laws of the state.

9.) Successor Agreement

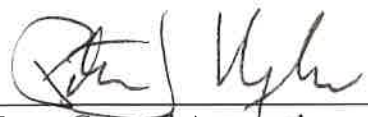
The VNMCH shall notify the Town between June 1, 2016 and June 30, 2016 if it shall desire to negotiate a successor agreement for the period of time commencing on January 1, 2017 to provide for a continued payment by the Town to cover the so-called "write-offs" as provided for in Section 2. B. e. above. Upon such notice the parties shall proceed to negotiate such an agreement in good faith with the anticipation of seeking funding for such an agreement at the Town Meeting of 2017 and thereafter.

IN WITNESS WHEREOF the parties have caused the Agreement to be executed in their corporate name and their duly authorized representatives have set their hand and seal, as of the day and year first written above.

Town of Moultonborough


Chairman, Board of Selectmen

11/7/13
Date


Town Counsel Approval as to Form & Legality

11/8/13
Date

Visiting Nurses of Meredith & Center Harbor


Chairman, Board of Directors

11/8/2013
Date